

**Principal Programme Officer, Health Products and Technologies  
Coordination  
REF: NSDCC/10**

<b>Job Title</b>	Principal Programme Officer
<b>Grade</b>	NSDCC 5
<b>Contract Term</b>	3 Years renewable, subject to satisfactory performance
<b>Corporation/Organization</b>	National Syndemic Diseases Control Council
<b>Directorate</b>	Epidemiology and Strategy
<b>Department</b>	Health Products and Technologies Coordination
<b>Location / Workstation</b>	Headquarters, Nairobi
<b>Reporting Relationships</b>	
<b>Reports to</b>	Senior Principal Programme Officer
<b>Direct Reports</b>	Senior Programme Officer
<b>Job Purpose</b>	
Coordinate provision of policy and other strategic guidance, technical support and capacity building for health promotion, the prevention, control, and management of Syndemic diseases; and to spearhead the strengthening of primary health care systems in the country, initiating development, implementation, monitoring, evaluation, and review of the programmes Policies, Strategies and guidelines.	
<b>Key Responsibilities/ Duties / Tasks</b>	
<ol style="list-style-type: none"> <li>1. Providing technical guidance to support the development and implement policies, guidelines, and legal frameworks to guide the process of procurement and quality assurance of strategic commodities at both levels of Government;</li> <li>2. Supporting in the coordination of pharmaceutical and laboratory monitoring of health commodities for syndemic diseases;</li> <li>3. Supporting analysis of costing and expenditure of commodities for syndemic diseases and advice on sustainability and cost-effectiveness.</li> <li>4. Providing technical support and guidance at all levels of government and administration to strengthen supply chain security;</li> </ol>	

<ol style="list-style-type: none"> <li>5. Supporting collaboration with relevant stakeholders to facilitate the development and use of an integrated logistical management information system for strategic commodities across the country;</li> <li>6. Supporting the mobilization and co-ordination of relevant stakeholders involved in strategic commodities for the syndemic diseases control programmes; and</li> <li>7. Supporting the design and development of appropriate mechanisms and tools for the monitoring and evaluation of strategic commodities.</li> </ol>
<p><b>Job Competencies (Knowledge, Experience and Attributes / Skills).</b></p>
<p><b>Academic qualifications</b></p> <ol style="list-style-type: none"> <li>1. Bachelor's Degree in any of the following fields: Public Health, Health Economics, Epidemiology, Medicine, Social Sciences, Business Administration, Public Administration or related disciplines from a recognized institution.</li> <li>2. Master's degree in any of the following fields: Public Health, Health Economics, Epidemiology, Medicine, Social Sciences, Business Administration, Public Administration or related disciplines from a recognized institution.</li> </ol>
<p><b>Professional Qualifications / Membership to professional bodies</b></p> <ol style="list-style-type: none"> <li>1. Must be a member of a relevant professional body in good standing.</li> <li>2. A supervisory course from a recognized institution</li> </ol>
<p><b>Previous relevant work experience required.</b></p> <p>At least six (6) years relevant work experience, three (3) of which must have been in a supervisory role in public service or the private sector.</p>
<p><b>Functional Skills, Behavioural Competencies/Attributes:</b></p> <ol style="list-style-type: none"> <li>1. Analytical skills;</li> <li>2. Communication skills;</li> <li>3. Strategic and innovative thinking;</li> <li>4. Good Interpersonal skills; and</li> <li>5. Negotiation skills.</li> </ol>

Applicants who meet the above requirements should submit their applications, including an application letter accompanied by a detailed curriculum vitae that lists three (3) professional referees, current position/grade, daytime telephone contacts, email address, copies of certified academic and professional certificates, testimonials and a copy of the National Identity Card or Passport. All applications should **quote the title and reference number** of the position on the cover letter and envelope and be submitted

not later than **Wednesday, March 4, 2026, 5.00 pm EAT** to the address below or electronically to [\*\*recruitment@nsdcc.go.ke\*\*](mailto:recruitment@nsdcc.go.ke)

**The Chairperson  
National Syndemic Diseases Control Council  
Maktaba Kuu Building 2<sup>nd</sup> Floor  
P.O. Box 61307 – 00200  
Nairobi  
KENYA**

Only shortlisted candidates will be contacted. Canvassing will result in automatic disqualification.

Successful candidates will be required to obtain the following clearance documents:

1. Certificate of Good Conduct from the Directorate of Criminal Investigations (DCI)
2. Tax Compliance Certificate from the Kenya Revenue Authority (KRA)
3. Clearance Certificate from the Higher Education Loans Board (HELB)
4. Clearance from the Ethics and Anti-Corruption Commission (EACC)
5. Clearance Certificate from a Credit Reference Bureau (CRB)

NSDCC is an equal opportunity employer and is committed to inclusivity and diversity. Persons with disabilities and individuals from marginalized and minority communities who meet the qualifications are strongly encouraged to apply.